

**RFP CYF 20-06 Questions/Answers**  
**ADDENDUM #2**

TO: ALL POTENTIAL BIDDERS  
FROM: Ryan Bolles  
DSCYF – Procurement Administrator  
DATE: September 11, 2020  
SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF 20-06 Kinship  
Support Navigator Program

The following is a list of questions and responses received to date and one clarification:

1. Question: Pg. 4, Para. 7: “Federal funding for this program is set to expire September 30, 2021. While this program is only expected to last until then extensions for up to five (5) are dependent on satisfactory performance and available funds.” Taken together, these two sentences are unclear. Is funding (federal or otherwise) allocated beyond Sept. 30, 2021?  
[Answer: At this time all funding is set to expire September 30, 2021. However, DFS plans to seek funding to sustain programming.](#)
2. Question: Pg. 4, Para. 8: “Approximately \$210,000 is available through February 1, 2021, for the needs assessment, recommendations and early implementation activities (Phase #1); an additional \$220,000 is available through September 30, 2021, to continue implementation and monitor performance (Phase #2).” How much is allocated or expected to be allocated annually for continuation funding, given the existing funding of \$430,000 covers up to a 13 month period (Sept 2020 – Sept 30, 2021)?  
[Answer: At this time all funding is set to expire September 30, 2021. However, DFS plans to seek funding to sustain programming.](#)
3. Question: Pg. 9, Para. 18: “As the timing on the needs assessment portion of this project (Phase #1) is critical the successful bidder must be prepared to begin immediately upon contract execution. There will be no time for recruitment once the contract is awarded. Bidders must include in their proposal the names and education, training and experience of all proposed staffing for day one program delivery of Phase #1. The Division understands there may be staffing changes as the program moves into Phase #2.” Is it permissible to sub-contract phase 1 work to a qualified human services consultant agency with expertise in foster care work and deep institutional knowledge and relationships related to 2-1-1, CYF, and other relevant Delaware-based partners?  
[Answer: Sub-contracting is permissible for “Phase 1”. Sub-contracting during “Phase 2” to be based on program recommendations from “Phase 1”.](#)
4. Question: Pg. 3, Para. 2: “The Kinship Support Navigator Program will provide a variety of supports and assistance to grandparents, other relatives, godparents, and non-relative adults (fictive kin) with whom the children have a significant, positive relationship and emotional connection who are caring for children in the custody of DFS.” Does the scope of the program proposed in the RFP exclude services to informal kin caregivers of children who are not in the custody of DFS?

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Answer: This is dependent on the accepted recommendations from phase 1. The program is expected to only provide services to kin caregivers of children who are in the custody of DFS although this is dependent on the accepted recommendations from phase 1.

5. Question: Pg. 4, Para. 2: “Promote and expect child safety, permanency within fifteen (15 months) of a foster child’s placement with a kin provider, and well-being.” If the program focus does include informal kin caregivers, is there an expectation that the contractor will work with non-DFS involved families in a formal way to achieve permanency?

Answer: This is dependent on the accepted recommendations of phase 1, however it is anticipated that the contractor will not be working with non-DFS involved families.

6. What is meant by this requirement in the RFP: “to be eligible, the bidder must be licensed in Delaware to provide foster care and/or adoption services with a staffed office located in Delaware.”?

Answer: Eligible bidders are those already licensed by Delaware’s Office of Child Care Licensing as a “Child Placing Agency”.

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at [herbert.bolles@state.de.us](mailto:herbert.bolles@state.de.us) or 302-633-2701